



कर्मचारी भविष्य निधि संगठन  
EMPLOYEES' PROVIDENT FUND ORGANISATION  
श्रम एवं रोजगार मंत्रालय, भारत सरकार  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA  
मुख्य कार्यालय/Head Office  
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Website: www.epfindia.gov.in, [www.epfindia.nic.in](http://www.epfindia.nic.in)



No: WSU/E-108547/4421

Date: 30/Jan/2024

To,

All ACC (HQ)/ACC (Zones)  
All RPFC-I/RPFC-II/APFC OICs

**Subject: Implementation of the Digital Joint Request under Para 26 (6) of the EPF Scheme, 1952- reg.**

Madam/Sir,

The Joint Request and Permission under Para 26 (6) of the EPF Scheme, 1952 is a pre-requisite for an employee to contribute on a Pay more than the statutory limit. Accordingly, a format to prefer the Joint Request under Para 26(6) of the EPF Scheme, 1952 has been approved by the CBT in the 234<sup>th</sup> Meeting held on 31/10/2023.

- i. With a view to reduce time and paper consumption, the format as enclosed herewith shall be filed and processed in digital mode for all new cases prospectively.
- ii. All such cases where the employees had already contributed on Pay more than the statutory limit and the employer had also paid administrative charges on such contribution made on Pay more than the statutory limit but had left the employment or died **till 31/10/2023**, it is deemed that such cases had been allowed for contributing on Pay more than the statutory limit so as to avoid hassles for the concerned stakeholders.
- iii. All the existing members who are already contributing on Pay more than the statutory limit and their employers are also paying administrative charges on such contributions made on Pay more than the statutory limit will not be required to file their Joint Requests in the above format immediately.

It is re-iterated that the above measure is only for the cases under Para 26 (6) of EPF Scheme, 1952. The cases of Pension on Higher Wages under the Hon'ble Supreme Court Judgement dated 04.11.2022 are already covered under the earlier Head Office Circular No.Pension/PoHW/23/Circular-26(6)/139610/1648 dated 14.06.2023.

**[This has the approval of the CPFC]**

Yours sincerely,

**MSKV Satyanarayana**  
ACC (WSU)

**FORMAT FOR JOINT REQUEST UNDER PARA 26(6) OF THE EPF SCHEME 1952**

**For Existing Employee**

I .....am an existing member of the EPF Scheme having UAN ..... I have read and understood the provisions of Para 26(6) as well as the definition of 'Pay' under Para 2 of the Scheme. I wish to contribute towards my EPF on actual higher pay exceeding the statutory wage ceiling of Rs 15000/- per month w.e.f. ....and accordingly, submit my option to contribute on my actual higher pay.

**OR**

**For a new Employee**

I..... having read and understood Para 26(6) and the definitions of 'Pay' and 'excluded employee' as mentioned under Para 2 of EPF Scheme, 1952, hereby declare that I am an 'Excluded Employee' as per Para 2(f)(ii) of the Scheme and is not enrolled as a member to the Scheme as my 'P a y' / 'PF wage' from the date of joining my establishment .....having PF Code.....has been above the statutory wage ceiling of Rs.15,000/-. Now, I wish to become a member of the EPF Scheme, 1952 w.e.f..... and accordingly hereby exercise my option for the same under Para 26 (6) of the EPF Scheme, 1952.

**UNDERTAKING BY THE EMPLOYER**

I....., being the employer as per the provisions of Section 2(e) of the EPF & MP Act 1952, in respect of the above-mentioned employee, hereby undertake to pay the administrative charges payable at prescribed rates towards EPF/EPS contribution made by/ in respect of the said employee, including his/ her contribution on Pay more than the statutory limit. I also undertake to comply with all the statutory provisions under EPF & MP Act, 1952 and Schemes framed there under in respect of such employee with effect from.....

Copy of Form-11 submitted by the member at the time of his/ her joining and Salary Slip/ statement in respect of the member for wage month (both duly attested) is enclosed.

Signature of Employer  
Name, Designation of the employer

Name & Signature of the employee